

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held at

John Spanton Sports Pavilion, St Mildreds Road, Minster

on 2nd June 2026 at 7.00pm

Present: Councillors: Quittenden, Crow-Brown, Jones, Fordyce, Mogridge, Bates, Low

Also present: Kyla Lamb (Clerk to the Council) Cllr Luke Evans (KCC), Cllr Peter Evans (TDC)

74. APOLOGIES

Apologies for absence: Cllr Smith, Ingleton, Webzell, Andrews, Cllr Abi Smith (TDC), Gary Groombridge (Community Warden), Clare Wilsdon (Assistant Clerk to the Council)

75. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 5th May 2026 be approved.

76. MEMBERS INTERESTS

No members interests noted.

77. POLICING AND COMMUNITY WARDEN REPORT

PC Owen was not present.

Community Warden Gary Groombridge provided a report as follows:

- Continues to be a visual presence within the village.
- Continues to work with Heart in the community at the Salvation Army on Friday mornings.
- Reported more nitrous oxide cannisters along the old top road to TDC Street Scene enforcement again.
- Further reports of incidents with catapults in the churchyard have been passed to PC Owen.
- Continues to support the Mens Shed
- Supporting an elderly resident through the positive wellbeing programme.
- Met with a new resident and encouraged them to join our positive wellbeing programme.

78. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Peter Evans (TDC) reported as follows:

- The recent bank holiday weekend saw the collection of 49 tonnes of rubbish over the weekend.
- The next teenage market is on Sunday 14th June at the Pavilion Broadstairs 10am to 5pm.

- TDC are working with community partners on the Thanet Active Environments Neighbourhood Scan as part of the Sport England Thanet Place Partnership Programme. This is a community-led assessment of our streets, parks, seafronts, community spaces and recreation grounds.
- TDC are keeping a close eye on the current issues with water supplies in part of Kent.
- Gave updates on knife bins, Walpole Bay Bathing Pool, Blue Flag Awards.

Cllr Luke Evans (KCC) reported as follows:

- Kent County Council is to set up a Kent Water Resilience Partnership Chaired by the council leader Linden Kamkaren to bring together the water companies, local authorities, regulators and stakeholders, with a view to working together to solve the current water supply and sewerage problems.
- Hoping to attend a multi-agency fly-tipping conference next month.
- Reported a new library has opened in Folkestone.
- The start of repairs to the A299 start this week.
- The council voted in favour in May to recite the Lords Prayer at the start of all Full Council meetings and to sing the National Anthem at the end of every Full Council Meeting

79. CHAIRMAN'S ANNOUNCEMENT

Cllr Quittenden reported as follows:

- Attended a Parish Forum meeting on 19th May with the Clerk. Topics were accessing Section 106 Monies, update on the Sealink Application, Pride in Place funding application form now available.
- Attended the ceremony to remember Operation Dynamo in Ramsgate.
- Will be attending the Drum Head service on Armed Forces day on the 27th June in Ramsgate.

80. REPORT OF THE CLERK

The Clerk reported that she has received and circulated an email notifying an application for two non-material changes to the Manston Airport Development Consent Order 2022 has been given by River Oak Strategic Partners Ltd. The deadline for receipt of representations on the application is 5 July 2026 at 23:59. This will be include on the agenda for the Planning, Highways and Transportation Committee for consideration at their Meeting on 30th June 2026.

81. DOCUMENTS AVAILABLE FOR INSPECTION

None.

82. OPERATIONS COMMITTEE

RESOLVED: That the Minutes of the meeting held on 27th May 2026 be received and the recommendations within them therein.

83. COMMUNICATIONS COMMITTEE

RESOLVED: That the Minutes of the meeting held on 27th May 2026 be received and the recommendations within them therein.

84. **PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE**

RESOLVED: That the minutes of the Planning, Highways & Transportation meeting held on 26th May 2026, be received and the recommendations contained therein.

85. **POLICY AND FINANCE COMMITTEE**

RESOLVED: To receive the internal audit report and that the Minutes of the meeting held on 27th May 2026 be received and the recommendations within them therein.

86. **ANNUAL RETURN – RISK MANAGEMENT STATEMENT**

Members considered the Risk Management Statement for 2026/2027.

RESOLVED: that the risk management statement for 2026/27 be approved and signed by the Chairman.

87. **ANNUAL RETURN – STATEMENT OF INTERNAL CONTROL**

Members reviewed the statement of Internal Control in support of the Annual Governance Statement for the year ending 31/03/2026.

RESOLVED: To approve the Statement of Internal Control for 2025/26 and the Chairman and Parish Clerk/RFO to sign.

88. **ANNUAL RETURN – GOVERNANCE STATEMENTS**

Members considered the Annual Return Governance Statement for 2025/2026, Section 1 of the AGAR for the year ending 31/03/2026. The Parish Clerk read each one to Members for approval.

Members considered each statement in turn. It was noted that **Statement 4** was marked 'No' due to an administrative error whereby the Notice of Public Rights was published for **29 days instead of the required 30 days**. Council reviewed and approved the accompanying **Explanation of Negative Response**, confirming the corrective actions to ensure full compliance in future years.

RESOLVED: that the Annual return Governance Statement for 2025/26 be approved and signed by the Chairman and Clerk and Minute reference 88. be added.

89. **ANNUAL RETURN – ACCOUNTING STATEMENTS**

Members considered the Accounting Statements for 2025/2026. Section 2 of the AGAR for year ending 31/03/26.

RESOLVED: that Section 2 the Accounting statement for 2025/2026 be approved and signed by the Chairman and minute reference 89. be added. The Clerk/RFO had already signed and dated the document.

90. **NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN**

Members noted that the above notice will be displayed on the parish noticeboard and website together with the Explanation of Negative Response on Wednesday 3rd June

2026 and that the period for notice for public inspection of the accounting records is Thursday 4th June 2026 to Wednesday 15th July 2026.

91. DRAFT CONSULTEE INVITE FOR THE DRAFT THANET BIODIVERSITY STRATEGY

Thanet District Council is currently consulting on the draft Thanet Biodiversity Strategy, which outlines our approach to nature recovery through five key themes: Renewed Woodlands, Dynamic Marinescapes, Robust Wetlands, Biodiverse Agriculture, and Urban Connection.

AGREED: that the Planning Highways and Transportation Committee review the draft strategy and submit comments on behalf of the Parish Council.

92. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC – Cllr Quittenden reported that he attended the meeting on 18th May. There was a presentation from Emma Dickerson TDC on emergency and resilience plans.

The RBL Club have been contacted by Southern Water for consent to use their premises to distribute bottled water in the event of an emergency.

Minster School – Cllr Webzell was not present therefore there was nothing to report.

Village Hall. – Cllr Smith was not present therefore there was nothing to report.

93. REPORT OF THE RFO

RESOLVED:

- (a) the Bank balance statement be received and noted,
- (b) the statement of Receipts and Payments for the month of May 2026 be approved.

94. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Mr Harris asked if we were getting a traffic warden, there is not enough enforcement visits. He reported that there is a pothole and broken wooden bollard outside the butchers. He further reported that there is a large building being built in the garden of 13 Monkton Road.

Time concluded: 8.00pm

7th July 2026